THE CONSTITUTION AND BY-LAWS

OF THE

SERGEANTS' MESS

OF THE

Queen's Own Rifles Of Canada

1922
THE MONARCH PRESS
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The following are the Constitution and By-Laws of the Sergeants' Mess of the Queen's Own Rifles of Canada, approved July 18th, 1922.

A. E. KIRKPATRICK, Colonel,
Commandant
Queen's Own Rifles of Canada.

THE CONSTITUTION

ARTICLE I.

NAME.

The name of the Mess shall be "THE SERGEANTS' MESS OF THE QUEEN'S OWN RIFLES OF CANADA."

ARTICLE II.

MEMBERSHIP.

1. There shall be two classes of members, which shall be known as "Active Members" and "Honorary Members."

ACTIVE MEMBERS.

2. The Sergeants of the Regiment shall be members of the Mess and shall constitute the class known as "Active Members." The Band-Sergeant or Sergeants, Sergeant-Bugler, and Sergeants of the Bugle Band shall not be compelled to join the Mess, but shall have the privilege of doing so either upon promotion or appointment or subsequently, but having exercised the option of joining the Mess shall not be permitted, whilst on the strength of the Regiment, to resign membership without the sanction of the Commanding Officer.

3. An entrance fee of $2.00 and quarterly dues, not exceeding in the aggregate Seven Dollars per

annum, as are sanctioned by the Commanding Officer, shall be paid by Sergeants of the Regiment, members of the Mess. Membership for the purpose of dues shall be deemed to have commenced on the first of the month next succeeding the date of promotion or appointment.

HONORARY MEMBERS.

4. There shall be two classes of Honorary Members.

(*a*) Class "A"—Honorary Membership in this class may be conferred on ex-Sergeants who have been Active Members of the Mess for at least two years and have received their discharge and whose names having been submitted to the Commanding Officer for Honorary Membership and having received his approval, shall be elected by the Mess in the manner hereinafter provided. No one shall be eligible to membership in this class, who, having quitted the service, was not in good standing in the Regiment or the Mess when struck off the strength of the Regiment.

Honorary Members, Class "A," shall pay an annual fee of $2.00, payable in advance from date application for membership is approved by the Mess. Upon default in payment of dues within one year after the same shall have become due membership shall *ipso facto* cease.

(*b*) Class "B"—Shall consist of such persons whose names having been submitted to and approved of by the Commanding Officer, shall be elected by the Mess in the manner hereinafter provided. This class shall be limited to twenty-five.

Honorary Members in Class "B" shall not pay any annual fees, but shall pay the Annual Dinner assessment in advance if desirous of attending the Dinner.

Past Presidents and Vice-Presidents, upon leaving the Regiment, may at the discretion of the Mess be elected to this class.

(*c*) Honorary Members shall be entitled to all the privileges of the Mess with the following exceptions:—

1. They shall not be entitled to any voice in the conduct or management of the Mess and shall have no right in any of the property of the Mess.

2. They shall not be permitted to be present at any Annual, Monthly, General, Special or other Business Meeting of the Mess, and shall not attend at any meeting of any of the Committees of the Mess. Should it be deemed necessary or desirable that any Honorary Member should attend at a meeting

of any Committee of the Mess, the sanction of the Commanding Officer shall first be obtained by the Regimental Sergeant-Major. Notwithstanding anything hereinbefore contained any Honorary Member may be a member of a temporary Entertainment Committee.

(*d*) All candidates for Honorary Membership shall be proposed and seconded by members in good standing, the proposal shall be in writing and shall contain the names of the mover and the seconder together with the Candidate's Christian and Surnames, also his business and private addresses. The Secretary shall forthwith post the proposal in the Mess Room and no candidate shall be eligible for election until such notice shall have been posted at least two weeks.

(*e*) The Secretary shall submit the proposal at the first monthly Meeting of the Mess following for election. Election shall be by ballot. Three black balls shall cause a candidate to be rejected.

(*f*) No rejected candidate shall be again eligible for proposal for membership within one year of the date of his rejection.

(*g*) Honorary Members shall be liable to suspension from membership by the Regimental or Battalion Sergeant-Majors or President of the Mess for

any infraction of the rules of the Mess or misconduct in the Mess. The name of any Honorary Member suspended by the said Sergeant-Majors or President of the Mess shall forthwith be submitted by the Regimental Sergeant-Major to the Commanding Officer, who may expel the offender or reinstate him on such terms as he shall deem proper.

ARTICLE III.

PROPERTY.

1. Membership in the Mess confers no title or property in or to the goods and chattels (including all books of account) in the custody or control of or purchased by the Mess. The said goods and chattels shall be vested in the Commanding Officer and the President of the Mess for the time being as trustees or the benefit of the Mess and shall be insured in such sum as the Mess Committee and Commanding Officer shall determine, for the benefit of the Mess in the name of the Commanding Officer and the President of the Mess.

2. All monies collected by the Treasurer for the Mess from whatever source shall, when the amount at any time in his hands exceeds $10.0, be deposited in some one of the Chartered Banks of the Dominion of Canada doing business in the City of Toronto designated by the Mess Committee, and all

accounts shall be paid by cheque signed by the Treasurer and countersigned by the President or in his absence the Vice President of the Mess.

3. The Mess Committee has power to authorize all usual and ordinary expenditure but no outlay of an exceptional kind is to be made without the previous sanction of a Mess Meeting and the approval of the Commanding Officer.

ARTICLE IV.

Discipline and Conduct.

1. The conduct of Active Members of the Mess is a matter of discipline.

2. The senior non-commissioned officer present in the Mess is responsible for the maintenance of discipline.

3. The Regimental Sergeant-Major, or in his absence the next senior Sergeant, or the President, may in his discretion suspend any member or members, misconducting himself or themselves, from the privileges of the Mess and such suspension, if made by a non-commissioned officer other than the Regimental Sergeant-Major, shall be reported to the latter. Every suspension shall continue during the pleasure of the Commanding Officer to whom a report shall be made by the Regimental Sergeant-Major forthwith.

4. No entertainment is to be given unless with the concurrence of a majority of the members present at a General Meeting and with the sanction of the Commanding Officer.

ARTICLE V.

OFFICERS AND COMMITTEES.

1. The affairs of the Mess shall be managed by a Committee to be known as the MESS COMMITTEE, which shall be composed of a President, Vice-President, Secretary, Treasurer and five other members.

2. The President, Vice-President, Secretary, Treasurer and other members of the Mess Committee shall be elected at the Annual Meeting of the Mess in the manner hereinafter provided, and shall hold office until the next Annual Meeting of the Mess, or until their successors shall have been elected.

3. Two Auditors shall also be elected at the Annual Meeting.

4. No non-commissioned officer shall be elected to any office for which he is declared to be ineligible by the King's Regulations and Orders for the Army or the Regulations and Orders for the Militia of Canada.

5. The Mess Committee shall meet at least monthly at such time as shall be provided by By-laws. Four members and the President, or in his absence the Vice-President, shall form a quorum for the transaction of business. They shall keep minutes of their meetings and all proceedings and report to the Mess at its Monthly Meetings.

6. The Treasurer shall take charge of all monies of the Mess and pay all accounts incurred when duly authorized in the manner hereinbefore provided. He shall make full, complete, and true record of all receipts and disbursements. He shall at all times have his books ready for inspection by the Auditors and shall attend before them when required so to do. He shall lay before the Mess Committee at each Monthly Meeting a statement showing the amount of cash to the credit of the Mess in the Bank and also the amount of cash on hand not deposited and of all monies received and expended by him.

7. All officers and members of the Mess who have the temporary custody of money shall keep Account Books which shall be provided by the Mess for the purpose, in which shall be recorded with particularity and detail the amounts received by them and the amounts by them handed over to the Treasurer.

8. It shall be the duty of the Secretary to notify members of all meetings of the Mess and to keep a

record of all business transacted at Mess Committe and General Meetings. Minute books shall also be kept by the Secretaries of all other Committees.

9. There shall be a member of the Mess Committee on duty from 8 o'clock in the evening until closing hour and at such other times as shall be designated by the Mess Committee or President, a roster showing Sergeants on duty to be posted in the Mess. They will be instructed by the President as to their duties.

10. The Mess Committee shall have power to appoint from its members a sub-committee to be known as the HOUSE COMMITTEE and if appointed such committee shall perform the duties prescribed by By-Laws of the Mess and by the Mess Committee.

11. The Minute Books of the Mess and of the Mess Committee and the Treasurer's books shall be submitted by the Regimental Sergeant-Major to the Regimental Adjutant, or such other officer as the Commandant may select, for the information of the Commandant when called for.

12. Negligence—any officer of the Mess may be removed from office for repeated negligence of his duties by a vote of a majority of the members present at a regular meeting, said vote to be by ballot.

ARTICLE VI.

MEETINGS.

1. The Sergeant-Majors when present shall preside at all Meetings of the Mess. In their absence the Quarter-Master-Sergeant, or in the absence of both, the senior N.C.O. shall preside.

2. The Annual Meeting shall be held at 8.30 p.m. on the third Monday in January in each year.

3. There shall be a Monthly Meeting of the Mess at 8.30 p.m. on the first Monday in each month.

4. Should either of the above meetings, or a meeting of the Mess Committee fall upon a Statutory or Bank Holiday, or at a time which conflicts with a Regimental Parade, the meeting shall take place at the same hour on the next Monday which shall not be a Statutory or Bank Holiday or conflict with a Regimental Parade.

5. Special Meetings shall be called at any time on a requisition in writing addressed to the Regimental Sergeant-Major signed by six members stating the object of such meeting. Three days' notice by circulars shall be given to the members of any Special Meeting and no other business except that for which the Meeting is called shall be transacted.

6. Twelve members of the Mess and two members of the Mess Committee shall form a quorum for the transaction of business.

ARTICLE VII.

Election of Officers and Committees.

1. The Officers and Mess Committee shall be elected at the Annual Meeting in each year.

2. The election shall be by ballot.

3. Nominations for Officers and Mess Committee will be made at the Monthly Meeting in December and the names of those nominated shall be posted by the Secretary in the Mess Room at least three weeks before the Annual Meeting.

4. In case any person nominated for any office or committee at the December meeting shall, prior to or at the Annual Meeting, decline to allow his name to stand for election, new nominations for such office or committee, as the case may be, shall be made at the Annual Meeting and the election shall nevertheless take place at the Annual Meeting. Additional nominations may be made at the Annual Meeting.

5. Any member nominated for office, not present at the Annual Meeting and failing to notify an officer of the Mess of his willingness to stand, shall be considered to have withdrawn.

6. No member of the Mess who at the time of the holding of the Annual Meeting is in arrears up to

the 31st of December of the previous year shall be eligible to vote at such Annual Meeting or be eligible for election to office.

ARTICLE VIII.

ASSESSMENTS.

1. The Mess shall have power by a two-thirds vote of the members present at any Regular or Special Meeting of the Mess to levy an assessment, in addition to the entrance fee and quarterly dues, for any specific purpose so long as the total amount of assessments collected in any one year does not exceed four dollars.

ARTICLE IX.

DEFAULTERS.

1. Active Members in arrears to the amount of six month's dues shall after such notice, as the By-Laws of the Mess require, be reported by the Regimental Sergeant-Major in writing to the Regimental Adjutant for the action of the Commanding Officer.

2. A member so reported is debarred the privileges of the Mess, unless the Commanding Officer otherwise directs, until such arrears and all dues accruing during his suspension shall have been paid.

ARTICLE X.

UNIFORM AND REQUIREMENTS.

1. All Sergeants on joining the Mess must provide themselves with the Mess Uniform according to pattern adopted and sanctioned by the Commanding Officer.

2. It shall be the duty of the Company Sergeant-Major of the Companies to see that all Corporals of the Regiments are, prior to their promotion, notified that Sergeants are required to join the Sergeants' Mess and to procure Mess Uniform.

ARTICLE XI.

VISITORS.

1. Any member of the Mess shall have the privilege of introducing a friend provided that he shall previously enter the name of such friend together with his own name in a book to be provided for that purpose, called the "VISITORS' BOOK." The member so introducing a friend shall be responsible for the conduct and behaviour of such guest while in the Mess Rooms.

2. No member of the Mess shall bring a member of any Regiment who is below the rank of Sergeant into the Mess Rooms while in Uniform.

ARTICLE XII.

BY-LAWS.

1. The Mess may, with the approval of the Commanding Officer, pass By-Laws to provide for special and other Committees, to regulate the duty of Officers and Committees, the conduct of business, the duties and pay of servants, and generally matters of detail not hereinbefore provided for, but such By-Laws shall in no way conflict with any matter or thing contained in the King's Regulations and Orders for the Army, the Rules and Orders for the Canadian Militia, the Standing Orders of the Regiment or of this Constitution.

2. No By-Law shall have any force or effect whatsoever until approved of by the Commanding Officer in writing.

3. No alteration shall be made in the said By-Laws without the approval of the Commanding Officer.

THE BY-LAWS

ORDER OF BUSINESS

1. 1*st.*—Introduction of New Members.
   2*nd.*—Minutes of Preceding Meeting.
   3*rd.*—Correspondence.
   4*th.*—Reports of Committees.
   5*th.*—New Business.
   6*th.*—Notices of Motion.
   7*th.*—Nomination for Office.
   8*th.*—Election of Officers.
   9*th.*—Roll Call.

HOURS OF CLOSING.

2. The Mess Rooms shall be opened every day in the year for the reception of the members and their friends from 12 o'clock noon until 12 o'clock midnight (Sundays excepted when the hour for closing shall be 6 o'clock p.m.), except on special occasions to be named by the Mess Committee, when the Mess Rooms shall be kept open to such hour as it may deem advisable.

STEWARD

3. The Steward's hours on every week day of the year shall be from 11 o'clock a.m. to 12 o'clock midnight, and on every Sunday in the year from 1 o'clock p.m. until 6 o'clock p.m., except on special occasions to be named by the Mess Committee, when he shall be detained until such hour as it may think proper. The Assistant Steward shall be on duty such hours as the Mess Committee deems advisable.

VISITORS

4. On no pretext whatever shall anyone be allowed in the Mess Room unless duly introduced and vouched for as per Article XI. of the Constitution.

5. Any member using the Mess Premises earlier in the morning than 11 o'clock a.m. and later than 12 o'clock midnight (when permission is granted) shall see, if it be in the morning, that the doors are locked after him when he leaves, and if it be after 12 o'clock midnight, that all lights are put out and doors securely locked before leaving, as he will be held strictly accountable for any damage occurring through his negligence.

6. No member or members shall, on any pretext whatever, either come into or bring a guest into the Mess or Refreshment Rooms after the hour of closing such rooms for the night.

COMPLAINTS

8. Any member having a complaint to make against other member or members for an infraction of the rules or regulations of the Mess shall at once notify the Regimental Sergeant-Major in writing of the same, enclosng a detailed statement of his complaint, together with the names of witnesses (if any), but complaints against members, or employees of the Mess, not matter of discipline, shall be reported in writing to the Mess Committee.

NOTICE TO DEFAULTERS

9. The Treasurer shall notify any member who is in arrears of the amount of such arrears, and if such arrears be not paid within two weeks from the date of such notice, the Treasurer shall forward in writing to the Regimental Sergeant-Major the names of those in arrears, and the amounts owing by them.

DEBARRED MEMBERS

10. The names of members debarred the privileges of the Mess shall be forthwith posted by the Secretary in the Mess Room.

RESIGNATIONS

11. All resignations from office, committee or membership shall be made in writing, addressed to the Secretary, who shall submit the same to the

next regular meeting of the Mess, and the sender shall be notified by the Secretary of the action taken thereon.

COMMITTEE MEETINGS

12. The Mess Committee shall meet monthly, on a night previous to every monthly meeting, to be named by the President, or in his absence the Vice-President, and the Secretary shall send a notice to all the members of the Committee.

FEES

13. Active members shall pay an annual fee of Seven dollars ($7.00), in equal quarterly instalments in advance, in addition to the Two dollars ($2.00) entrance fee provided for by Article II., Section 3, of the Constitution, but the President, Treasurer and Secretary of the Mess, while acting as such, shall be exempt from payment of the annual fee.

ANNUAL ENTERTAINMENT

14. An Annual Entertainment may be held towards expenses of which all Active Members of the Mess shall pay the sum of two dollars ($2.00). This sum to be in addition to the Annual Dues.

ADDRESSES

15. Members shall at once notify the Secretary of any change in either their business or private address.

16. Where not otherwise provided in the King's Regulations, Regulations and Orders for the Militia, Regimental Standing Orders, or the Constitution or By-Laws of this Mess, all meetings of the Mess or Committees shall be governed by Dr. Bourinot's Business Rules of Order.

ALTERATIONS AND SUSPENSIONS

17. No part of the foregoing Constitution or By-Laws shall be altered, amended, repealed or added to, except at the Annual Meeting, and unless a "Notice of Motion" to that effect be handed to the Secretary of the Mess to be read at the December meeting, said "Notice of Motion" to be posted by the Secretary in the Mess Rooms at least two (2) weeks in advance of the Annual Meeting and a copy sent to every member of the Mess in the notices calling the Annual Meeting. The Mess shall have power at any meeting to vary the order of business set out in By-Law No. 1 by a majority of the members present at such meeting, but such variation shall be for a temporary purpose only.

Approved.

Toronto. A. E. KIRKPATRICK, Colonel,
Commandant Queen's Own Rifles of Canada.

Social Reformer
Booth.